Fig. 1

FIG. 2

FIG. 3

FIG. 4

Distributed Payroll Processing

PayClerk Application
Engineering Design

Reports

Work In Process Summary

```
Work in Process Summary     Date: 11/09/2002     Time: 13:06:27

                                              Date In      Fwd Date
Seq.#       Source ID    ClientID  Client Name   Time In   Fwd Time
---------------------------------------------------------------------
00123456    9109543525   WAR001    Joe Smith Welding    11/09/2002   11/09/2002
                                                        06:54:02     07:13:11
00123457    9109543526   WAR002    John Smith Welding   11/09/2002   11/09/2002
                                                        06:57:02     07:13:46
etc.
```

FIG 4A

Service Invoice

```
                              Invoice

From:                                   Invoice Number 12345678
Third National Payroll Service          Invoice Date   11/10/2002
800 Sycamore Ln., Ste. 201              Service Period 11/09/2002
Woodstock, Georgia 30188                Payrolls Processed: 13

To:
Fred's Accounting Service
200123 Too Long Road
Tallapoosa, Georgia 30075

ClientID    Client Name          Date
Seq.#       Description          Quantity   Unit Price  Extension   Total $
----------------------------------------------------------------------------
WAR001      Joe Smith Welding    11/09/2002
00123456    Base Fee             1          1.00        1.00
            Hourly Fee           0          65.00       0.00
            Payroll Records Processed  15   .15         2.25
            Payroll Checks Printed     9    .35         5.25
            Payroll Direct Deposit Processed  3  .75    2.25
            Form 1099 Records Processed    1  .15       0.15
            Form 1099 Checks Printed       1  .50       0.50
            Form 1099 Direct Deposit Processed  0  .75  0.00
                                                            $ 11.40
----------------------------------------------------------------------------
WAR002      John Smith Welding   11/09/2002
00123457    Base Fee             1          1.00        1.00
            Hourly Fee           0          65.00       0.00
            Etc.
```

FIG 4B

Distributed Payroll Processing

Production Summary

```
                        Production Summary
                    11/09/2002 - 11/16/2002

                      Completed        Quantity Processed
ClientID  Client Name   Date       Records   Checks   Deposits
-----------------------------------------------------------------
WAR001    Joe Smith Welding   11/09/2002      16        14       3
WAR002    John Smith Welding  11/09/2002      12        12       0
WAR003    Ruth's Flower Shop  11/09/2002      22        19       1
WAR004    Smith Cookie Cutter 11/09/2002       7         7       0
WAR005    Simmons Weight Cont 11/09/2002      11        10       0
WAR006    Mary's Sandwich Shop 11/09/2002     19        19       0
```

FIG 4C

Client Name and Address Labels

```
00123456                        00123456
Joe Smith                       Joe Smith


Joe Smith Welding               Joe Smith Welding
200123 River Drive              200123 River Drive
River City, MX 98765-20012      River City, MX 98765-20012
```

FIG 4D

Client List

```
                        Client List

ClientID   Client Contact       Telephone
           Client Name
           Fed Form             Fed EIN      SWH Acct#        SUTA Acct#
           Street Address 1
           Street Address 2     City         ST  Zip
-----------------------------------------------------------------------------
00122345   Joe Smith            (910) 452-9435
           Joe Smith Welding
           Form 941             56-1234567   00-123-456-78-123   1234567890123
           234567 Mulberry Lane
           Suite 354            Musgatchewan  MN  98765-4321
-----------------------------------------------------------------------------
00122345   John Smith           (910) 452-9435
           John Smith Welding
           Form 941             56-1234568   01-123-456-78-123   1234567890124
           234568 Mulberry Lane
           etc.
```

FIG 4E

Distributed Payroll Processing

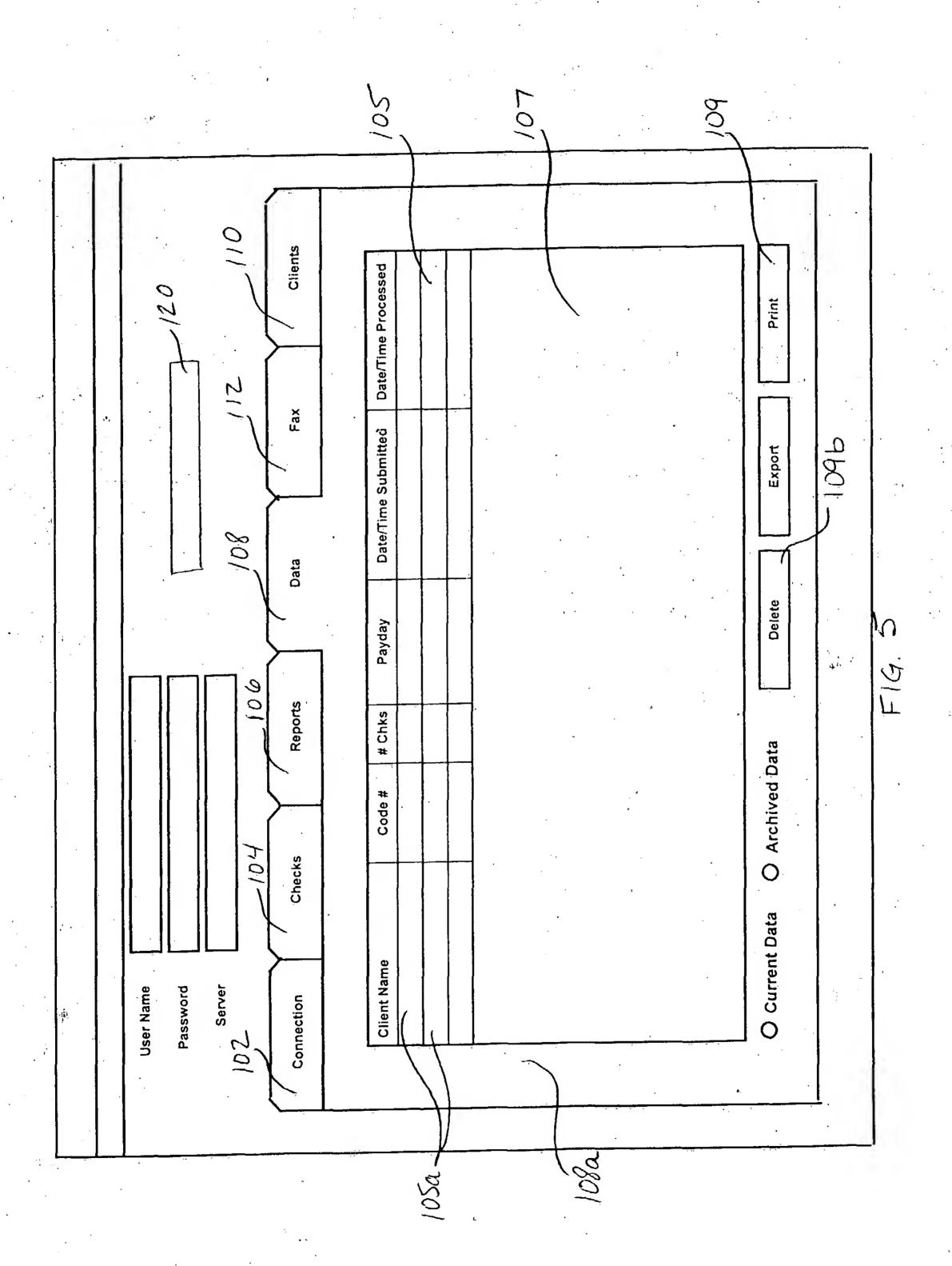**PayClerk Application**
Engineering Design

Client Contact Schedule

```
                    Client Contact Schedule
              Period of 11/09/2002 through 11/16/2002

Day       Date                                                  Call    Answer
ClientID  Client Name          Client Contact   Phone Number    Time    Time
-----------------------------------------------------------------------------
Monday    11/10/2002
00123467  Marndy's Pizza Parlor  Susan Sturgis  (767) 123-4567  09:00   _____
00123467  Marndy's Pizza Parlor  Susan Sturgis  (767) 123-4567  10:30   _____
00123467  Marndy's Pizza Parlor  Susan Sturgis  (767) 123-4567  11:15   _____
00123467  Marndy's Pizza Parlor  Susan Sturgis  (767) 123-4567  15:15   _____
-----------------------------------------------------------------------------
Tuesday   11/10/2002
00123467  Marndy's Pizza Parlor  Susan Sturgis  (767) 123-4567  09:00   _____
00123467  Marndy's Pizza Parlor  Susan Sturgis  (767) 123-4567  10:30   _____
00123467  Marndy's Pizza Parlor  Susan Sturgis  (767) 123-4567  11:15   _____
00123467  Marndy's Pizza Parlor  Susan Sturgis  (767) 123-4567  15:15   _____
-----------------------------------------------------------------------------
Wednsay   11/10/2002
00123467  Marndy's Pizza Parlor  Susan Sturgis                  09:00   _____
etc.
```
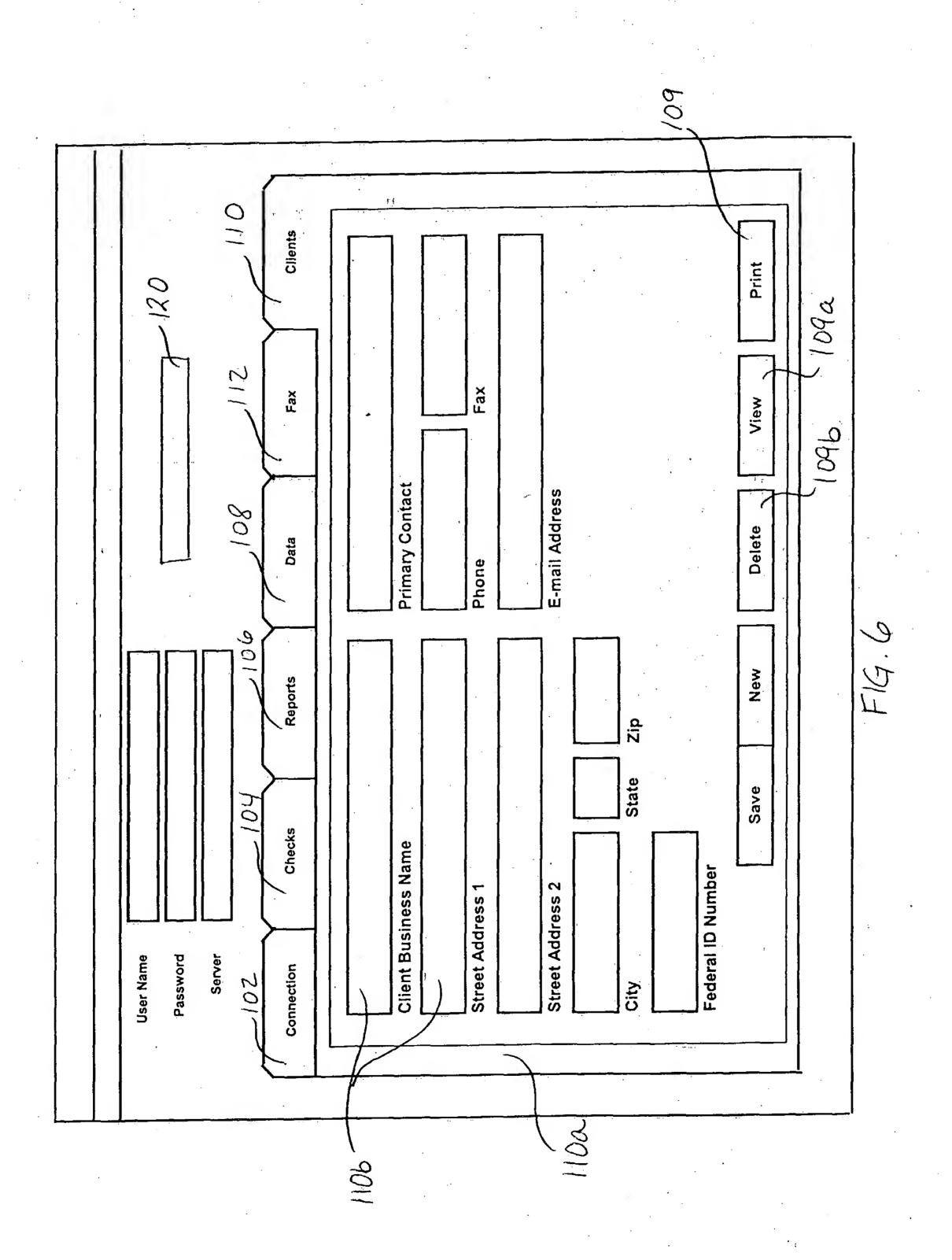
FIG. 4F

FIG. 5

FIG. 6

FIG. 7

Audit Trail Items "mini" Flow Chart

Step	SubRoutine	Action	Description	Audit Trail Item	
			Audit Trail Items "mini" Flow Chart		
1010	Receive Fax	Answer Phone	FaxMan Jr. in "Listen" mode		
1020		Receive Data	Receive fax		
1030		OCR Barcode	DaVinci OCX		
1040		Identify Sender	Lookup FEIN from barcode in client database		
1050		Save Fax File	Save as Group 4 tiff file	Name as FEIN plus Payroll Due Date	
1060		Update Database	New record is created for incoming fax	FaxStatus record in "main.mdb"	
1070		Disconnect	Disconnect incoming call		
2010	Forward Fax	Confirm Send OK	Verify it is time to upload new incoming faxes	Checkbox on Fax FTP Send Frame	
2020		Connect Internet	Connect to internet using RAS or other connection		
2030		Connect Server	Connect to secure website/server		
2040		Log In	Gain Access to FTP site "newdatin" directory		
2050		Upload Files			
2060		Update Database	Record time and name of fax file uploaded	Record in FaxStatus in "main.mdb"	
3010	Get Product	Connect Internet	Connect to internet using RAS or other connection		
3020		Connect Server	Connect to secure website/server		
3030		Log In	Gain Access to FTP site "User Name" directory/area	UserName and Password text boxes	
3040		Retrieve Log	Download control info (MDB database)	Download "ctrl.mdb"	
3050		Read Log	Get list of files to be downloaded	Read new records in "ctrl.mdb"	
3060		Get New Files	Download new payroll or report files from server		
3070		Update Database	New record is created for each check, report, & data file	New records created in "main.mdb"	
3080		Update Database	Record which fax files have been processed	Record in FaxStatus in "main.mdb"	
3090		List Files	Show new payroll or report files in DataGrid or list boxes		
3091		Amend Log	Note downloaded files in log	Records updated in "ctrl.mdb"	
3092		Upload Log	Upload control log (MDB database) for processor		
7010	Print Product	Select Type	Select checks or reports option button		
7020		Select Files	Select items to print from list in list box		
7030		Print	Send preformatted files to printer	Mark record in "main.mdb" as "printed"	
7050		Amend Journal	Record printed files in database		
		Archive Record	Requery		
8010	Archive	Select Type	Select checks or reports option button		
8020		Select Files	Select items to archive from list in list box		
8030		Read Journal	Read transaction journal (MDB database)		
8040		Amend Journal	Note archived files in transaction journal		
8050		Update List Box	Clear list box and show remaining files (not archived)		
9010	Select Client	Select Client	Select client from list in drop down combo box		
9020		List Files	Show selected client payroll and report files in list boxes		
10010	Delete	Select Type	Select checks or reports option button		
10020		Select Files	Select items to delete from list in list box		
10030		Read Journal	Read transaction journal (MDB database)		
10040		Amend Journal	Note deleted files in transaction journal		
40050		Update List Box	Clear list box and show remaining files (not deleted)		

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FIG. 8